



Advocate/Board/Staff Background Check Authorization

In order to continue to protect the children we serve CASA requires each volunteer to undergo a "Lexis Nexis" and/or "Intellicorp" volunteer screening.

By signing, you give CASA of Santa Cruz County the authorization to use "Lexis Nexis" and/or "Intellicorp" to perform any of the following: criminal background check, sexual offender registry check, and Social Security check. All of which may include, but are not limited to the following: character information, general reputation, personal characteristics, and mode of living initially and subsequently during the duration of your active volunteering or employment with CASA of Santa Cruz County. When a subsequent background check is performed, you will receive notice beforehand via email. By signing this form, I acknowledge that I have received a copy of the Disclosure and Authorization Form.

Print Name: _____

Signature: _____

Date: _____

To perform the search we will need:

SSN#: _____

Date of Birth: _____

Residential Address: _____

**If you have held residency in any other states or countries within the last 7 years,
please list your address for each state/country below:**

Residential Address: _____

Residential Address: _____

Residential Address: _____

Residential Address: _____

All information retrieved will remain confidential and will be used only for volunteer selection purposes.

If you have any questions please contact Lenore at 831-761-2956.

DISCLOSURE AND AUTHORIZATION FORM TO OBTAIN CONSUMER REPORTS FOR EMPLOYMENT PURPOSES

Please Read Carefully Before Signing the Authorization

DISCLOSURE

In considering you for employment or volunteerism and, if you are employed or volunteering, in considering you for subsequent promotion, assignment, reassignment, retention, or discipline, CASA of Santa Cruz County may request and rely upon one or more consumer reports or investigative consumer reports about you that we obtain from a consumer reporting agency, such as IntelliCorp Records, Inc.

For explanation purposes:

- a “consumer report” is a written, oral or other communication of any information by a consumer reporting agency bearing on your credit worthiness, credit standing, credit capacity, character, general reputation, personal characteristics, or mode of living which is used or expected to be used or collected in whole or in part for the purpose of serving as a factor in making an employment-related decision about you. Such information may include, for example, credit information, criminal history reports, or driving records; and
- an “investigative consumer report” is a consumer report in which information on your character, general reputation, personal characteristics, or mode of living is obtained through personal interviews with your prior employers, neighbors, friends, or associates, or with others who may have knowledge concerning any such items of information. In the event an investigative consumer report is requested about you, you are entitled to additional disclosures regarding the nature and scope of the investigation requested, as well as a written summary of your rights under the Fair Credit Reporting Act (“FCRA”).

Under the FCRA, before CASA of Santa Cruz County can obtain a consumer report or investigative consumer report about you for employment purposes, we must have your written authorization. Before we take adverse action on the basis, in whole or in part, of information in that report, you will be provided a copy of that report, the name, address, and telephone number of the consumer reporting agency, and a summary of your rights under the FCRA.